

**POTENTIAL REIMBURSEMENT WORKSHEET
SUMMER FOOD SERVICE PROGRAM**

Sponsor: _____

1. Maximum potential operating reimbursement based on meals times rates	a. Year-to-date breakfasts b. Year-to-date lunches c. Year-to-date suppers d. Year-to-date snacks e. TOTAL (lines a+b+c+d) Camps: Enter allowable meals from Worksheet for Camp Sponsors-Section (Q)	<table style="width: 100%; border: none;"> <tr> <td style="text-align: right;">Number</td> <td style="text-align: left;">Rates</td> </tr> <tr> <td>_____ x _____</td> <td>= \$ _____</td> </tr> <tr> <td>_____ x _____</td> <td>= \$ _____</td> </tr> <tr> <td>_____ x _____</td> <td>= \$ _____</td> </tr> <tr> <td>_____ x _____</td> <td>= \$ _____</td> </tr> <tr> <td colspan="2">\$ _____</td> </tr> </table>	Number	Rates	_____ x _____	= \$ _____	_____ x _____	= \$ _____	_____ x _____	= \$ _____	_____ x _____	= \$ _____	\$ _____	
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2. Actual operating costs	a. Year-to-date food costs b. Year-to-date labor costs c. Year-to-date other costs d. TOTAL (lines a+b+c) Camps: Enter allowable operating costs from Worksheet for Camp Sponsors-Section (S)	<table style="width: 100%; border: none;"> <tr><td style="text-align: right;">\$ _____</td></tr> <tr><td style="text-align: right;">\$ _____</td></tr> <tr><td style="text-align: right;">\$ _____</td></tr> <tr><td style="text-align: right;">\$ _____</td></tr> </table>	\$ _____	\$ _____	\$ _____	\$ _____								
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\$ _____														
3. Potential operating cost reimbursement	Lesser of lines 1e or 2d	\$ _____												
4. Maximum potential administrative reimbursement based on meals times rates	a. Year-to-date breakfasts b. Year-to-date lunches c. Year-to-date suppers d. Year-to-date snacks e. TOTAL (lines a+b+c+d)	<table style="width: 100%; border: none;"> <tr> <td>_____ x _____</td> <td>= \$ _____</td> </tr> <tr> <td>_____ x _____</td> <td>= \$ _____</td> </tr> <tr> <td>_____ x _____</td> <td>= \$ _____</td> </tr> <tr> <td>_____ x _____</td> <td>= \$ _____</td> </tr> <tr> <td colspan="2">\$ _____</td> </tr> </table>	_____ x _____	= \$ _____	_____ x _____	= \$ _____	_____ x _____	= \$ _____	_____ x _____	= \$ _____	\$ _____			
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5. Actual administrative costs	Year-to-date actual administrative costs	\$ _____												
6. Administrative costs determined by budget	Administrative budget including any amendments approved by State agency	\$ _____												
7. Potential administrative reimbursement	Lesser of lines 4e, 5 or 6	\$ _____												

Year-to-date: The number of meals or amount of costs calculated from the start of the Program to the last day of the month for which computation is being done.

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8. Total potential food service reimbursement	Lines 3 + 7	\$ _____
9. Total net food service cost	a. Total actual operating cost (line 2d) b. Total actual administrative cost (line 5) c. Total actual Program cost (lines a+b) d. Funds accruing to food program (year-to-date) e. Net food service program cost (lines c-d)	\$ _____ \$ _____ \$ _____ \$ _____
10. Potential year-to-date reimbursement	Lesser of lines 8 or 9e	\$ _____
11. Previous year-to-date payments	a. All year-to-date advance payments b. All startup payments c. All year-to-date reimbursement payments d. Total previous year-to-date payments	\$ _____ \$ _____ \$ _____ \$ _____
12. Potential amount of reimbursement to expect for the month	a. Line 10 b. Line 11d c. Amount of check to expect for month (lines a-b)	\$ _____ \$ _____ \$ _____